



Sponsorship Application Guidelines

Overview

- The purpose of the sponsorship is to assist with funding events that will attract out-of-town visitors to Grove that will stay overnight in our local hotels and motels;
- Only events that meet the established criteria are eligible to receive sponsorships;
- Sponsorships from the Grove Convention and Tourism Bureau (CTB) are contingent upon funds being available.

Sponsorship Application Period

- Application Period Open
- Deadline to submit application 90 days before Event
(A majority vote of the CTB members may waive the deadline if necessary)
- Timeframe Sponsorships will be awarded Case by case

Requirements for Consideration

Applicant must submit a completed application with required documentation 90 days prior to the Event; (A majority vote of the CTB members may waive the deadline if necessary)

- Applicant must provide and Budget and Business Plan;
- Preference will be given to NEW events and events being held during the OFF-SEASON (October – April);
- Applicant must provide an estimate number of anticipated overnight attendees and estimated dollars their event will bring to Grove and the Grand Lake area; (actual must be provided Post Event Report);
- Event must meet the requirements of the Hotel-Motel Tax Ordinance hereto attached;
- Copy of Organizations W-9 Form;
- Grove CTB logo shall be included in all print, media, social media coverage plus all pre-event advertising and marketing;